

## **Information Services Board (ISB) Meeting Minutes**

John A. Cherberg Building, Hearing Room 4

Olympia, WA

May 29, 1996

### ***Members Present:***

Len McComb  
Twyla Barnes  
John Franklin  
Steve Kolodney  
Ed Lazowska  
Mary McQueen  
Gary Robinson  
Cathy Wolfe

### ***Members Absent:***

Hunter Simpson  
Bill Anderson  
Ann Daley

### ***Others Present:***

Todd Sander

### **Call to Order**

Mr. McComb called the meeting to order.

### **Roll Call**

Sufficient members were present to allow a quorum.

### **Approval of Minutes**

The minutes from the March 20, 1996, Information Services Board (ISB) meeting were approved.

Mr. McComb introduced and welcomed the newest members of the ISB, which was expanded by E2SSB 6705 during the 1996 Legislature. The new members are Representative Cathy Wolfe and Twyla Barnes, the designee of the K-12 sector. He also announced that Steve Kolodney, DIS Director, is a full voting member of the Board.

### **K-20 Goals & Objectives**

The Legislature passed E2SSB 6705 which lays the foundation for the K-20 network. It directs the ISB to coordinate the technical plan for the network and provide oversight of its implementation.

Todd Sander, Assistant Director, Strategic Computing and Planning Division at DIS, introduced Dr. Ed Lazowska, ISB Liaison to the technical working group. Dr. Lazowska presented the workgroup's recommendation for the network's technical goals and objectives and Phase I design. As designed, the network backbone will allow bandwidth to be scaleable and re-deployed over time to meet changing needs. As an interconnected network, it will leverage existing public and private sector infrastructure. The technical working group also developed a preliminary management plan for the backbone network, once it is deployed.

Dr. Lazowska stressed the urgency of prompt deployment to meet the programmatic needs which drive the technology.

Scott Mah of the University of Washington (UW), who has been working on behalf of the technical working group, reviewed the document describing the technical goals and objectives of the project. The network will offer Internet services, interactive video capabilities, audio, video, and multimedia distribution. Mr. Mah stressed the importance of pervasive access to Internet for its learning resources. He stated that adherence to external technical standards would insure interoperability and the ability to communicate world-wide. The intent is to design the network as an evolutionary path using standards-based solutions and following market-driven technologies appropriate to education.

John Anderson, Assistant Director of Telecommunication Services, DIS, presented a map of the Phase I K-20 network design. Nodal locations are coincident with existing DIS nodes and take advantage of existing resources.

In subsequent discussion, it was noted acquisition of active electronics to upgrade the existing network as one of the critical path items. The Board also noted it needs to firm up an acquisition plan.

Board members had two areas of concern regarding the planned network. The first was size and scalability--will it be able to handle the volume expected? The second concerned the linkage between the Educational Service Districts (ESD) and the schools--how would it happen and who will pay for it? These issues will require further research.

Mr. Kolodney moved the Board accept and approve the technical goals and objectives, Phase I network design, network services and timelines.

The motion was adopted.

#### **LAMP/WSP Audit Report**

Ralph Hegreness presented the Technology Management Group's (TMG) assessment of the Licensing Application Migration Project (LAMP) schedule and the ability of the Washington State Patrol data center to be sufficiently prepared to support the LAMP application.

He commended the LAMP project team for their motivation and commitment.

TMG's assessment indicates that LAMP and its major companion project LITE would have difficulty achieving final implementation by December 1996. There are too many deliverables that need a perfect schedule to be completed on time. TMG recommended the project anticipate and prepare

for a six-month extension to the December 1996 implementation date.

TMG findings indicate the Washington State Patrol data center, when fully configured, will be capable of supporting the LAMP project. However, some significant upgrades are required and changes to the data center management are recommended.

Annette Sandberg, Chief of the Washington State Patrol (WSP), said she will be looking at long-term personnel issues to address the management concerns at the WSP data center.

Don Tierney, quality assurance contractor for LAMP, provided an overview of the project and his assessment of the TMG findings. He agreed the implementation schedule was optimistic. He mentioned the importance of everything coming together on the testing and training components.

Kathy Baros Friedt, DOL Director, thanked TMG for underscoring the complexity of the LAMP project. She said it is of greatest importance that the team keeps up its current pace, but realizes the difficulty in predicting events that will affect the scheduled milestones. DOL will be assessing the budget impact of the potential delay of six months and its impact on the entire project.

A motion was made that the LAMP Steering Committee develop a plan for a six-month contingency, including all the resource requirements, budget and associated impacts and present it at the July ISB meeting. If the Steering Committee wants to bring another alternative, it also needs to have the associated data and implications.

The motion was adopted.

Mr. Kolodney moved that the Board remove contingencies from its original acquisition approval for the mainframe by the WSP, that the WSP follow through on TMG's recommendations, and that WSP decide when it is ready to conduct the acquisition.

The motion was carried.

The Board asked WSP to provide a progress report at the July ISB meeting.

Hunter Simpson, who was absent from the meeting, requested earlier that TMG come back to do an update of

their report in or around November 1996. It was taken as a motion.

The motion was adopted.

**GUIDE Update**

Gary Moore, newly appointed Commissioner of the Employment Security Department, introduced himself to the Board.

Wendy Holden (Assistant Commissioner of Employment Security), Satish Ajmani (GUIDE Project Director) and Ron Dischert (Deloitte & Touche Project Manager) presented the GUIDE project update.

Mr. Ajmani reported that functional testing of the initial release of GUIDE is 77% complete. Performance testing has begun. Tests of GUIDE in use at Job Service Centers have been conducted. A full, state-wide performance test is planned for June 20th. Ms. Holden reported data conversion is going better than expected. Ron Dischert showed charts indicating the number of new incidents or software errors detected is declining. However, it was noted that the rate of detection and correction of software errors is lower than previously expected.

Because of the lag in completion of software testing, the GUIDE Project team stated they could not meet the June 1996 implementation date established at the last Board meeting. They proposed September 3, 1996, as the new implementation date. The project team also noted that it would continue to work towards implementation of the first release of GUIDE in August 1996, contingent upon the early completion of software testing. The new dates were accepted by the Board with no dissension. Mr. Dischert reiterated the commitment of Deloitte & Touche to completing the project within the agreed upon fixed price of its contract with the department.

**ACES Update**

Deferred to the July meeting.

**Remaining Agenda Items**

All remaining agenda items are deferred until the next meeting.

**New Business**

None.

**Adjournment**

The meeting was adjourned.